



OFFICIAL RESPONSES TO VENDOR QUESTIONS RFP-2019-BDAS-06-EDUCA

No.	Question	Answer
1.	Can the conference budget be more than \$45,000 or is it limited to that amount?	The conference budget is limited to \$45,000.
2.	Can the conference be combined with the annual Behavioral Health conference with SOR related attendees attending at no charge?	No. The conference in this procurement is separate from the current annual Behavioral Health conference, with different goals and target audiences.
3.	Will these federal funds cover the cost of food/refreshments (training coffee/conference food)?	These federal funds can be used for food/refreshments.
4.	Could the funds that are raised through conference sponsor and exhibitor fees be used to co-sponsor others' training/symposia/conferences?	The preference of the Department is for the vendor to invoice the State for the cost of the conference, less any revenue. However, the Department is open to fund usage involving other trainings/symposia/conferences for opioid use disorder.
5.	Could scholarship funds be used to support attendance at events that are not funded by this RFP?	Yes, so long as it does not take away from the scholarships provided under the events required by this RFP.
6.	What is the turn-around time frame for scholarship award approvals for the various individual training events?	Within 7-10 business days.
7.	Can proposals include training activities utilizing mutual learning strategies such as Project ECHO or Communities of Practice?	Yes.
8.	Section 7.1.2 asks for the originals to be in	The copies must be stapled, at a minimum.



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	binders but not the copies. However, copies must not be loose. Is it acceptable to binder clip the copies?	
9.	Is it allowable to market the conference across state lines?	The Department prefers NH based attendees at the conference but will not prohibit individuals from other states from attending.
10.	Who will have the intellectual property (IP) rights for training materials delivered and/or housed in the Learning Management System? Who will own the IP rights for pre-existing materials a firm may deliver through this project?	DHHS owns the data and the Learning Management System. IP training materials developed and used in relationship to this project will be the IP of DHHS. If existing materials are used as templates to develop materials delivered through this project the vendor acknowledges DHHS has the right to use those materials "in perpetuity" without fee or restrictions..
11.	Pg. 14, 3.6.3 - Can you list the other languages for which a firm would be expected to provide translation/interpretation for Limited English Proficiency community members?	All individuals who speak other languages, regardless of what language it is, must be offered translation/interpretation services.
12.	Pg. 7, 3.2.5.1 - Can you provide more information on other opioid-related trainings and activities that are expected to happen within New Hampshire in FY19 and FY20 to help avoid duplication?	The Department would be able to provide the vendor with a list of planned trainings and events to the best of the Department's knowledge upon vendor selection to reduce the likelihood of duplication.
13.	Pg. 8, 3.2.9 - Are Category 1 AMA credits for educational sessions sufficient for all learning CEUs for all audiences?	No. The CEUs provided must be specific to the target audience and approved by various licensing boards and/or professional associations, including but not limited to the Board of Licensing for Alcohol and other Drug Professionals, Board of Mental Health Practice, National Association of Social Workers, Prevention Certification Board, and continuing education requirements for childcare providers as outlined in He-C 4002.30



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14.	Appendix D and Appendix E are both salary-based. Is it acceptable for bidders to use billing labor rates instead of salary rates?	For Appendix D, billing labor rates should be converted into a total estimated salary and benefit amount for the totality of the contract for lines 1 and 2. For Appendix E, the Billing labor rate should be added to the Projected Hrly rate field and then would need to be estimated for the funding amount for the budget period. The forms submitted should reflect the costs associated with the provision of services as defined within the RFP.
15.	3.2. Approximately how many "State Opioid Response grant-funded contractors" will require training services under this project?	The Department cannot provide a number of individuals who will need trainings but anticipates bringing forward at least twenty (20) contracts associated with State Opioid Response funds.
16.	3.2.5. Is it possible to estimate the total number of learners served by face-to-face and virtual training activities?	Not at this time.
17.	6.2. Will DHHS consider extending the proposal due date?	DHHS will extend the proposal due date to Wednesday, October 17.
18.	7.2.2.4. For the Proposal Narrative, should vendors address all sections and sub-sections of the SOW or just provide responses to questions Q1-Q8?	As stated in 7.2.2.4, "The Bidder must address every section of Section 3 Statement of Work, even though certain sections may not be scored."